OTI

In the near future, you will be attending a series of courses at OTI in Arlington Heights, Illinois. OTI courses cover areas such as electrical hazards, machine guarding, ventilation, and other industrial hazards.

OSHA INSTRUCTION

U.S. DEPARTMENT OF LABOR — Occupational Safety and Health Administration

DIRECTIVE NUMBER: TED 01-00-018 EFFECTIVE DATE: 8/6/08
SUBJECT: Initial Training Program for OSHA Compliance Personnel

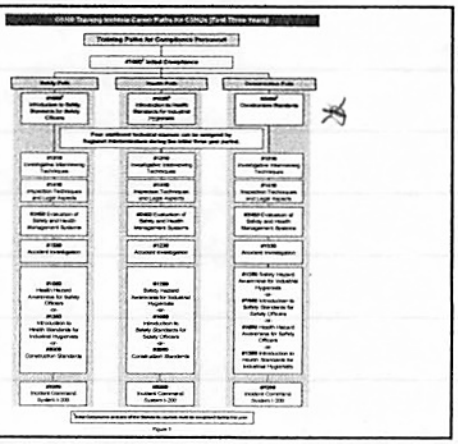
ABSTRACT

Purpose: This instruction provides National, Regional, and Area Office personnel with policy and guidelines for implementation of competency-based training programs for OSHA compliance personnel.

This instruction provides guidance and direction to the Occupational Safety and Health Administration (OSHA) Scope: This instruction applies OSHA wide. It describes OSHA's policies and procedures for training of Compliance Safety and Health Officers (CSHOs). It is essential that CSHOs have the requisite knowledge, skills, capability and varied professional backgrounds to accomplish OSHA's mission of promoting safe and healthful working conditions for America's working men and women. In this instruction, OSHA has provided detailed guidance for training required during the initial three-year period of a CSHO's career, including recommended training that assists the CSHO with preparation for professional certification exams. This instruction identifies training paths that provide assistance to the regions in managing their training programs.

The goal of this instruction is to assist CSHOs and their supervisors with direction, guidance and training options that directly contribute to the CSHO's ability to represent OSHA with a high degree of professional expertise.

In addition, the CSHO training program identifies a correlation between CSHO competency and achieving respected credentials in the fields of safety, health and construction such as Certified Safety Professional (CSP), Certified Industrial Hygienist (CIH) and Certified Construction Health and Safety Technician (CCHST®).



Phase I

- Initial Courses Training Requirements:
  - Initial Compliance
  - Introduction to Safety Standards
  - Introduction to Health Standards
  - Construction Standards

Phase I

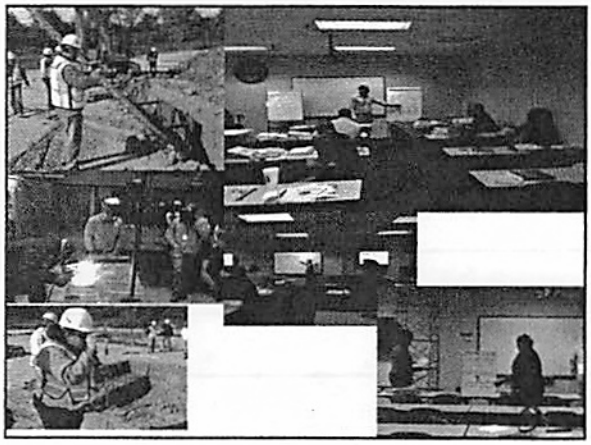
- Investigative Interviewing Techniques
- Inspection Techniques and Legal Aspects
- Evaluating Safety and Health management Systems
- Accident Investigation

Phase II

- Steel Erection we are hosting Nov 2015
- Cranes
- Excavation
- Incident Command
  - Online with exam

Webinars and Online Learning

- Supervisors use of webinars during Staff meetings.
- Use of Online Learning courses refresher
  - Web-based courses



OTI

The OTI facility includes laboratories with various demonstrations and equipment, such as:

- Woodworking and welding shops
- A complete industrial ventilation unit
- Construction activities

OTI Education Centers

The Directorate of Training and Education administers the OSHA Training Institute (OTI) Education Center Program. The OTI Education Centers are a national network of nonprofit organizations authorized by OSHA to deliver occupational safety and health training to private and public sector workers, supervisors, employers, and safety professionals.

OTI Education Centers

There are 41 OTI Education Centers located throughout the United States with at least one in each OSHA Region.

OTI Education Centers

- The OTI Education Centers are selected through a competitive process based upon their occupational safety and health training experience
- They receive no funding from OSHA and support their program through tuition and fees
- Are the Authorized Training Organization for the Outreach Training Program
- Annually train more than 50,000 students

Outreach Training Program

OSHA's primary way to train workers in the basics of occupational safety and health is through the Outreach Training Program. The OSHA Outreach Training Program provides training on the recognition, avoidance, abatement, and prevention of workplace hazards.

Outreach Training Program

The Outreach Training Program trains worker in hazards specific to the construction industry, general industry, and maritime industries, and disaster site workers. Individuals who meet the prerequisite requirements to become an authorized Outreach trainer may teach the 10- and 30-hour Outreach courses.

Outreach Training Program

- More than 830,000 workers are trained annually
- OSHA has more than 30,000 authorized Outreach trainers
- Authorized Outreach trainers are required to follow the Outreach Training Program Requirements and industry procedures
- Authorized Outreach trainers receive record audits and training observations through their OTI Education Center to ensure program integrity and compliance

Training Grants

OSHA offers funds to nonprofit organizations to train workers and employers to recognize, avoid, and prevent safety and health hazards in their workplaces through Training Grants (also called Susan Harwood Grants).

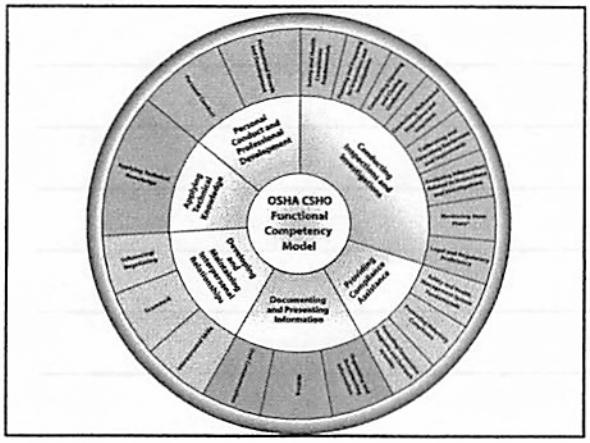
TRAINING GRANTS

Training Grants

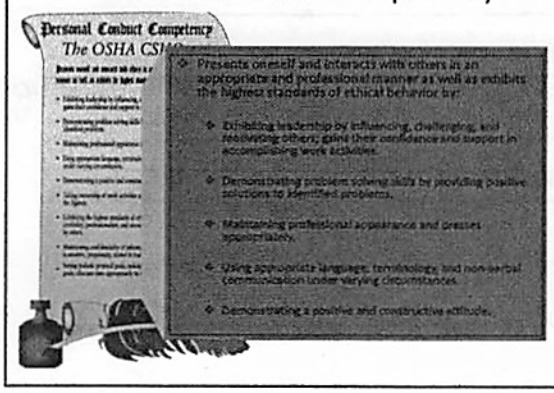
Grants often focus on high-risk activities or hazards, or may help nonprofit organizations establish ongoing training, education, and outreach efforts.

Training Grants

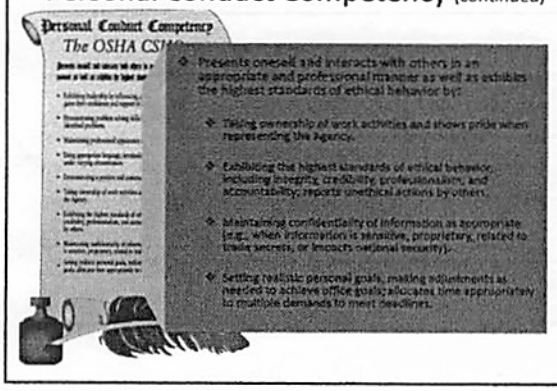
- Develop programs that address topics named by OSHA
- Recruit workers and employers for the training,
- Conduct the training
- Follow-up with those trained to find out what, if any, changes were made to reduce hazards in their workplaces as a result of the training


OSHA CSHO Functional Competency Model
Personal Conduct and Professional Development
Conducting Inspections and Investigations
Applying Technical Knowledge
Documenting and Preventing Information
Providing Compliance Assistance

Personal Conduct Competency


Personal Conduct Competency
The OSHA CSHO
Presents oneself and interacts with others in an appropriate and professional manner as well as exhibits the highest standards of ethical behavior by:
Exhibiting leadership by influencing, challenging, and resolving others; gains their confidence and support in accomplishing work activities.
Demonstrating problem solving skills by providing positive solutions to identified problems.
Maintaining professional appearance and dresses appropriately.
Using appropriate language, terminology, and non-verbal communication under varying circumstances.
Demonstrating a positive and constructive attitude.

Personal Conduct Competency (continued)


Personal Conduct Competency
The OSHA CSHO
Presents oneself and interacts with others in an appropriate and professional manner as well as exhibits the highest standards of ethical behavior by:
Taking ownership of work activities and shows pride when representing the Agency.
Exhibiting the highest standards of ethical behavior, including integrity, credibility, professionalism, and accountability; reports unethical actions by others.
Maintaining confidentiality of information as appropriate (e.g., when information is sensitive, proprietary, related to trade secrets, or impacts national security).
Setting realistic personal goals, making adjustments as needed to achieve office goals; allocates time appropriately to multiple demands to meet deadlines.

Topic 1.3: Professional Credibility

Professional Certification

Professional Certification

Alphabet Soup

CIH ~ CERTIFIED INDUSTRIAL HYGENIST
GSP ~
PE ~
ASP ~ ASSOCIATE SAFETY PROFESSIONAL
OHST ~ OCCUPATIONAL HEALTH & SAFETY TECHNOLOGIST
CHST ~
CSP ~ COOPERATIVE AND STATE PROGRAMS
CHP ~
MPH ~
CHSP
COHN ~

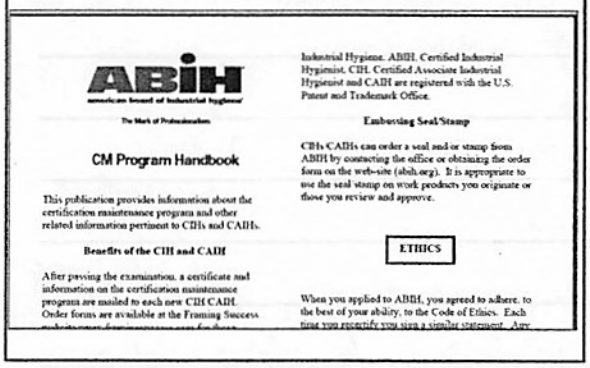
American Board of Industrial Hygiene (ABIH)

- Certifications Awarded

  –Certified Industrial Hygienist (CIH)

CIH

CM's



ABIH
american board of industrial hygiene

The Mark of Professionalism

CM Program Handbook

This publication provides information about the certification maintenance program and other related information pertinent to CIHs and CAIHs.

Benefits of the CIH and CAIH

After passing the examination, a certificate and information on the certification maintenance program are mailed to each new CIH CAIH. Order forms are available at the Framing Success

Industrial Hygiene. ABIH, Certified Industrial Hygienist, CIH, Certified Associate Industrial Hygienist and CAIH are registered with the U.S. Patent and Trademark Office.

Embossing Seal/Stamp

CIHs CAIHs can order a seal and or stamp from ABIH by contacting the office or obtaining the order form on the web-site (abih.org). It is appropriate to use the seal stamp on work products you originate or those you review and approve.

ETHICS

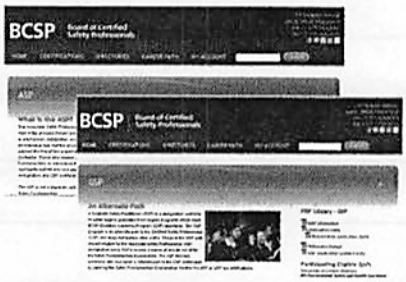
When you applied to ABIH, you agreed to adhere, to the best of your ability, to the Code of Ethics. Each time you recertify you sign a similar statement. Any

Board of Certified Safety Professionals (BCSP)

- Certifications Awarded
  - Associate Safety Professional (ASP)
  - Graduate Safety Practitioner (GSP)
  - Certified Safety Professional (CSP)
  - Construction Health and Safety Technician (CHST)
  - Occupational Health and Safety Technologist (OHST)
  - Certified Loss Control (CLCS) Certification Program

CSP
CHST
OHST
CLCS

ASP & GSP



- Temporary designations leading to CSP

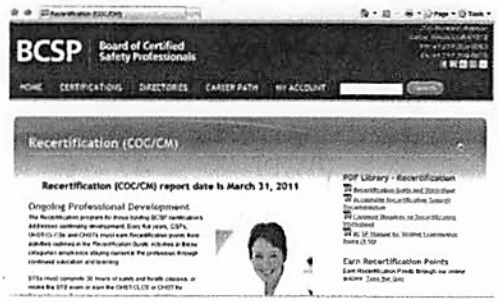
CSP

CHST

OHST & CLCS

Occupational Health & Safety Technologist/Certified Loss Control Specialist
The Occupational Health and Safety Technologist (OHST) & Certified Loss Control (CLCS) Certification Program
OHST
CLCS
PDF Library - Application Forms
PDF Library - Blueprints & Study Guides
PDF Library - Recertification
PDF Library - Community

Recertification



Daughaday, Michael - OSHA State (MS-SP)

From: no-replylearninglink@successfactors.com
Sent: Wednesday, July 22, 2015 2:43 PM
To: Daughaday, Michael - OSHA State (MS-SP)
Subject: Registration Notification
Attachments: sched1.ics; sched2.ics; sched3.ics; sched4.ics; sched5.ics; sched6.ics; sched7.ics; sched8.ics; sched9.ics

This note confirms your registration in the following learning activity:
694854
BLENDED DTE_CORE_1000 7/17/2007 01:36 PM America/New York
1000 - Initial Compliance

The schedule is as follows:
Start: 10/27/2015 08:00 AM America/Chicago
End: 10/27/2015 04:15 PM America/Chicago
Instructor: DeManche, Sue E.
Facility: OSHA Training Institute
Location: OSHA Training Institute

Start: 10/28/2015 08:00 AM America/Chicago
End: 10/28/2015 04:15 PM America/Chicago
Instructor: DeManche, Sue E.
Facility: OSHA Training Institute
Location: OSHA Training Institute

Start: 10/29/2015 08:00 AM America/Chicago
End: 10/29/2015 04:15 PM America/Chicago
Instructor: DeManche, Sue E.
Facility: OSHA Training Institute
Location: OSHA Training Institute

Start: 10/30/2015 08:00 AM America/Chicago
End: 10/30/2015 04:15 PM America/Chicago
Instructor: DeManche, Sue E.
Facility: OSHA Training Institute
Location: OSHA Training Institute

Start: 11/2/2015 08:00 AM America/Chicago
End: 11/2/2015 04:15 PM America/Chicago
Instructor: DeManche, Sue E.
Facility: OSHA Training Institute
Location: OSHA Training Institute

Start: 11/3/2015 08:00 AM America/Chicago
End: 11/3/2015 04:15 PM America/Chicago
Instructor: DeManche, Sue E.
Facility: OSHA Training Institute
Location: OSHA Training Institute

Start: 11/4/2015 08:00 AM America/Chicago
End: 11/4/2015 04:15 PM America/Chicago
Instructor: DeManche, Sue E.
Facility: OSHA Training Institute
Location: OSHA Training Institute

Start: 11/5/2015 08:00 AM America/Chicago
End: 11/5/2015 04:15 PM America/Chicago
Instructor: DeManche, Sue E.
Facility: OSHA Training Institute
Location: OSHA Training Institute

Start: 11/6/2015 08:00 AM America/Chicago
End: 11/6/2015 10:15 AM America/Chicago
Instructor: DeManche, Sue E.
Facility: OSHA Training Institute
Location: OSHA Training Institute

<LOOP>

PLEASE BE AWARE THIS IS A BLENDED COURSE. You should have already received your enrollment notification for the web-based portion from OSHAeLearning.Admin@dol.gov. The message contained your User ID and initial password. You can access the web-based portion of the course at oshaelearning.coursemill.com. If you have not received that message, please notify your Training Coordinator immediately.

You are required to complete the web-based portion by the date specified in the enrollment notification or you will be cancelled from the course. You will not be permitted to attend the instructor-led portion.

PLEASE NOTE: Class ends at 10:15 AM on last day. Pre-tests and post-tests are administered in all OTI courses. All students must bring a current copy of 29 CFR 1910 to class. Students must attend 100% of the course in order to receive course credit and a completion certificate. Instructors will hand out course completion certificates during the last hour of the course. Make-up work will not be assigned to compensate for absence during the course.

Daughaday, Michael - OSHA State (MS-SP)

n: NO REPLY - OSHAeLearning-CourseMill Admin - NO REPLY <coursemill-osha@trivantis.com>
Sent: Monday, May 09, 2016 8:05 AM
To: Daughaday, Michael - OSHA State (MS-SP)
Subject: OSHAeLearning.CourseMill.com Login Information

Michael,

A Forgotten Password/Login request has been made for your account.

Your login information for your OSHAeLearning.CourseMill.com account is as follows:

User ID: daughaday.michael@dol.gov
Password:

To login, click on the link https://oshaelearning.coursemill.com/osha/index.jsp

If you have questions, contact your Training Coordinator. **This is an automatically generated message, please do not reply**.

NOTICE:
This e-mail message and any attachments to it may contain confidential information. The information contained in this transmission is intended solely for the use of the individual(s) or entities to which the e-mail is addressed. If you are not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that you are prohibited from reviewing, retransmitting, converting to hard copy, copying, disseminating, or otherwise using in any manner this e-mail or any attachments to it. If you have received this message in error, please delete it from your computer.

Daughaday, Michael - OSHA State (MS-SP)

To: Wilkins, Velma - OSHA State (MD-SP)
Penn, Michael - OSHA State (MS-SP)
Subject: Confirmation# 43124 Holiday Inn Express Arlington Heights: OTI Training

Good morning Velma according to the hotel they have not received your credit card info. They still have my info on file. FYI I'm leaving on Monday for OTI. See attached

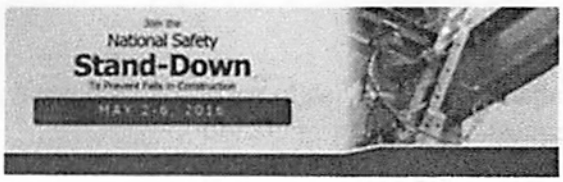
FULL NAME:	MICHAEL E DAUGHADAY
CONTACT NUMBER:	410-718-9952
ARRIVAL DATE:	01/25/2016
DEPARTUR DATE:	02/05/16
HOTEL NAME:	HOLIDAY INN EXPRESS
STREET ADDR:	2111 S ARLINGTON HEIGHTS
CITY:	ARRLINGTON HEIGHTS
STATE:	IL
ZIP:	6005
PHONE:	847-956-1400
FAX:	847-956-0804
# NIGHTS:	11
TOTAL RATE:	$1147.74
Conf #:	68946013

CHANGING Maryland *for the Better*

Michael E Daughaday
MOSH Compliance Officer Supervisor
10946 Golden West Dr Suite 160
Hunt Valley, MD 21031

Phone: 410-527-2087
Fax: 410-527-4489
Cell: 410-718-9952
http://www.dllr.maryland.gov/labor/mosh/
www.dllr.maryland.gov | www.facebook.com/DLLR.Maryland | Twitter @MD_DLLR

DLLR



FYI about Travel to OTI

New Approved Hotel List (All of the hotels listed below provide FREE transportation to and from the airport, FREE local shuttle service, and are located within walking distance of the Arlington Heights, Illinois, OSHA Training Institute):

Comfort Inn Arlington Heights
2120 S Arlington Heights Road
Arlington Heights, IL 60005
Phone: 847-593-9400

Holiday Inn Express
2111 S. Arlington Heights Rd.
Arlington Heights, IL 60005
Phone: 847-956-1400

Wingate by Wyndham
2112 S. Arlington Heights Rd.
Arlington Heights, IL 60005
Phone: 847-434-0300

Employee Responsibilities:

- Upon receiving confirmation via an email from the Outreach Unit OTI Training Coordinator that your Out-Of-State Travel has been approved, you can call one of the hotels listed above and make a reservation.

- Be sure that you inform the hotel that you will need the OSHA Government Rate. (The rate at any of the above hotels should be $99 per night plus taxes.)

- Obtain a confirmation number for your reservation. If needed, your personal credit card will only be used to hold your room; the hotel will be paid directly from the State procurement process

- Upon receiving the confirmation number, e-mail Velma Wilkins and provide her with the following information: dates of travel, name of the hotel, phone number for the hotel, and the confirmation number for your reservation. (The hotel will be paid directly from the State, rather than by the CSHO.)

- Travel advances will no longer be provided to you automatically. If you wish to request a travel advance (for meals and airport parking only), the request should be e-mailed to Arathi Kemparaju, with a copy to your supervisor, at the same time you are told to book your room or sooner (the process can take as long as 4-6 weeks).

Note: Due to current economic times, out-of-state- travel is no longer a guarantee and could be cut from the budget at any time. It is imperative that you familiarize yourself with the current Out-Of-State Travel policies and all processes are handled accordingly. For those who are staying more than one week the details of their stay will be handled on a case by case basis.